

# INFORMATION BULLETIN

## WORKFORCE INVESTMENT ACT

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TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: LWIA ADVISORY COMMITTEE CONFERENCE CALL MINUTES—  
JANUARY 16, 2004

The minutes and revised agenda from the Local Workforce Investment Area (LWIA) Advisory Committee conference call on Friday, January 16, 2004, are attached for your review and information. Please ensure that the minutes are provided to the appropriate staff.

If you have any questions regarding the minutes, please contact James Scholl at (916) 657-4610.

/S/ BOB HERMSMEIER  
Chief  
Workforce Investment Division

Attachments

# LOCAL WORKFORCE INVESTMENT AREA ADVISORY COMMITTEE CONFERENCE CALL

Friday, January 16, 2004

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## Agenda

10 a.m.	Welcome/Hot Topics	Bob Hermsmeier, Workforce Investment Division (WID)
	Labor Market Information Services for the Local Workforce Investment Areas	Richard Holden, Labor Market Information Division (LMID)
	California Workforce Investment Board (State Board) Update	David Militzer, State Board
	National Emergency Grants Update	Steve Saxton, WID
	Welfare-to-Work Closeout	Jose Luis Marquez, Workforce Development Branch (WDB)
	Performance Enhancement Project Youth Credential Training	Liz Clingman, WID
	Compliance Monitoring	Jessie Mar, Compliance Review Division
	Open Discussion	Bill Burke / All
	Adjourn	

## LOCAL WORKFORCE INVESTMENT AREA ADVISORY COMMITTEE CONFERENCE CALL MINUTES

Friday, January 16, 2004

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### **Welcome/Agenda Building/Hot Topics**—Bob Hermsmeier, WID.

- Personnel Changes in the Employment Development Department (EDD)—Director Michael Bernick, completed his tenure at EDD on January 23, 2004. The new Acting Director of EDD, Herb Schultz, came to EDD from the Labor and Workforce Development Agency where he served as the Undersecretary and Acting Secretary. Sally McKeag has been appointed as the new Chief Deputy of EDD. Ms. McKeag was previously with the Department of Labor (DOL) in Washington, DC, as well as serving in a number of senior management positions in both federal and state government. Geneva Robinson, Acting Chief Deputy of EDD, returned to her previous position in the San Diego Job Service Division. Barry Brewer, who served as Deputy Director of Legislative Affairs, has left EDD. No replacement has been appointed for this position at this time.
- Travel Restrictions—Because of budgetary concerns, Dennis Petrie, Deputy Director of the Workforce Development Branch (WDB), must approve all travel for all WDB staff. Dennis will approve trips based on compelling justification. Given the nature of the budget, some trips will not be authorized and staff will be required to conduct business via other means.
- Criteria Directive—The Criteria Draft Directive WIADD-62, *15 Percent and 25 Percent Project Continuation*, was put out for comment in draft form and WDB received more comments than expected. The directive has been revised in a way that will satisfy the majority of the comments. By the end of the month, the revised directive will be released, again in draft format, for more input from the Local Workforce Investment Area (LWIA) Administrators.
- Allocation Planning—The California Workforce Investment Act (WIA) allocation for Program Year (PY) 2004-05 is not expected in the near future. In order to help the LWIAs prepare their PY 2004-05 plan, the WDB will partner with the Labor Market Information Division (LMID) to create planning figures for each LWIA. It was emphasized that the planning targets will be unofficial and will change. When the statewide allocations are finally released, LMID will calculate the actual numbers for each LWIA.
- DOL Review—The DOL is conducting a WIA review that will include the State and six LWIAs. The DOL has asked the State to provide information to select the six LWIAs. The review starts on March 1, 2004.

- **Data Validation**—Unfortunately, the DOL software could not handle the size of our database due to a maximum size of 17,000 records. The DOL revised their database and we anticipate drawing the sample by late January. Once that is done and it is determined which LWIAs have files that need to be reviewed, the LWIAs that have been selected for review will be given two weeks to 30 days notice. Because of restrictions from the Office of Management and Budget and DOL, the LWIAs will not be notified of the specific files that will be reviewed until three days before the actual review. We plan to complete the reviews in February and March.
- **JTA Replacement**—Due to budgetary restraints, Liz Clingman reported that the Job Training Automation (JTA) replacement project is currently on hold.
- **Change in the JTA Ad Hoc Reporting Tool**—The current JTA ad hoc reporting tool (SQL Assist) needs to be replaced. The JTA Informax database and the operating system need to be upgraded, as the current versions are unsupported. The new database version, the first necessary system upgrade, is incompatible with SQL Assist. This upgrade will be completed in the next two to three months. Because of procurement constraints, the new ad hoc reporting tool may not be available at the same time the SQL Assist must come off the system. We are currently completing a plan to mitigate the consequence of these JTA changes on local operations. It was agreed on the conference call that a brief survey would be distributed to the LWIA Administrators and the Management Information System Administrators to help identify the effect these changes will have on staff in the LWIA offices.
- **Technology to Teachers**—A decision has been made to end the Technology to Teachers Initiative. The State will fund the enrollments that are currently in place through the spring semester of this year, but will not provide any additional funding for this initiative. Although the Technology to Teachers projects have achieved some degree of success, the State is choosing to place a higher priority on the needs of other dislocated workers. The federal allocations has been reduced each year and the State would rather take dislocated workers from plants and layoffs and serve them with 25 percent funds rather than trying to move the technology workers into being teachers.
- **Public Employee Layoffs**—The EDD tried to initiate a public employee layoff National Emergency Grant (NEG) project eight or nine months ago. More recently, we are beginning to see the re-emergence of this issue with the potential of significant layoffs in the public sector. While it appears that major layoffs wouldn't begin until after June 30, EDD needs assistance in collecting information that will help the State assess the significance of these layoffs. This will then help us develop a strategy to address this situation.
- **Performance Negotiations**—The State is looking at the proposals and the outcomes based on the regression models. A directive has been drafted asking for comments from the LWIAs and should be out by the end of the month.

- **Rapid Response Account**—The remaining Rapid Response funds have been reserved and committed for bridge funding at the end of the year. However, applications are still coming in for dislocated workers services and needs for that same account. The money in each LWIA's Rapid Response account has been extended past July 1, therefore, the 25 percent funds are allowed to be used for services through September 30. There was no overall consensus of persons on the call but generally advice was that the State should reserve funds for bridging between program years.

**Labor Market Information Services for the LWIAs**—Richard Holden, LMID. The Redesign Proposal for the California Cooperative Occupational Information System (CCOIS) is consistent with the program's governing statute in the California Unemployment Insurance Code, which prescribes a statewide system and requires EDD to operate the system.

- The proposal responds to the needs of our customers. These needs were documented last year prior to the creation of the CCOIS Redesign Proposal.
- There is no CCOIS money available to contract with LWIAs in State Fiscal Year 2003-04. In addition, due to budget cuts incurred by LMID, subsequent to the preparation of the redesign proposal, it will be a stretch for LMID to provide LWIAs the amount of the money specified in the proposal.
- Benefits derived by LWIAs from LMID activities go well beyond the direct benefits of the CCOIS program. Other benefits include: (1) Customized planning information, (2) Employment and industry projections, and (3) Local labor market consultant services.
- Splitting the remaining CCOIS program funding between LMID and the LWIAs in the same proportions, as was done under the old program model, is not feasible because of the fixed costs LMID incurs for program surveys and projections. In addition, LMID has incurred funding reductions separate from the loss of Employment Training Fund money.
- The CCOIS Redesign Proposal offsets both work and costs for LWIAs. The proposal envisions LMID using data sets available to it, but not in all cases available to LWIAs, to obtain most of the information required for the new system's products. Only a small portion of the necessary data would need to be collected in the local areas.
- Historically, LMID has contracted with LWIAs to conduct local surveys for the CCOIS. However, these contracts have been discretionary in the sense that LMID could have chosen to contract with other local entities to conduct the surveys.
- Funding reductions for LMID, along the lines of what the LWIAs are proposing, could well limit LMID's ability to provide oversight and support to the CCOIS. In addition, our customers have told us that although they valued the information produced by

the old CCOIS program, they want additional information, formatted differently, and produced more timely than was the case in the old system.

Several LWIA administrators expressed concern about LMID's proposal and would prefer that the State give the LWIAs more control and resources for the CCOIS.

For more information regarding the CCOIS Redesign Proposal, you may call Brendan Kelly, of LMID, at (916) 262-2189.

**California Workforce Investment Board (State Board) Update**—David Militzer, State Board.

- Andy Baron is no longer the Executive Director of the CWIB. Paul Gussman is now the Acting Executive Director of the CWIB, as well as retaining his current position as the Deputy Executive Director.
- The Board Seminar/Retreat, scheduled for February 8 and 9, has been postponed and may be rescheduled sometime in the spring. Possible membership changes and Governor appointments to the State Board will be a factor as to when the Seminar will be rescheduled.
- The Youth Council in Riverside County will not meet in February and will be rescheduled later in the spring. The State Board tries to schedule Youth Council meetings to occur in conjunction with the State Board meetings to minimize travel and time constraints of attendees, some of who attend both meetings.
- The Annual Report is in final clearance.
- The State Board Web site is being updated.
- The EDD and the State Board will be sending out a notification to LWIAs of the rollout of the WIA evaluation responsibilities that the State Board has and how the State Board is progressing.
- The State Board is working with EDD on a first phase analysis about the implementation of WIA in California. An advisory group will assist the State Board with the evaluation, which will be a two-year process.
- The Regional Economy Project is a high priority with the State Board. The State Board is currently working with Central Sierra and the Central Valley regions to hold local Economic Forums from mid to late February. More information to follow.
- There has been no final approval from the Employment and Training Administration on the waiver requests. The State Board is working with EDD on a five-year plan modification to submit to DOL.

**National Emergency Grants Update**—Steve Saxton, WID.

- The Southern California Fires NEG was approved for up to \$12 million of which EDD has received \$4 million. That money has been distributed to the seven entities

participating in that NEG. Data is being gathered from the local areas and the full application will be submitted next week to receive the balance of the \$12 million grant.

- Technology and Transportation—Up to \$10 million was approved for Technology and up to \$5 million approved for Transportation in two NEG's. One-third of each of those grants has been received and has now been put into subgrants. We have requested from DOL the authority to augment the layoffs we serve with the more recent layoffs that have occurred since June 2003. We are still awaiting expenditure and participant plans from some LWIAs related to those supplementary layoffs.

**Welfare-to-Work (WtW) Closeout**—Jose Luis Marquez, WDB. An update was provided on the provision in the pending Consolidations Appropriations Act of 2004, to rescind all remaining WtW funds. This bill is scheduled to be heard by the Senate on January 20, 2004. Once enacted, this bill will abruptly end the WtW Grant Program.

At this time the State estimates that approximately \$9 million remains unspent in California. The State and local entities are working to maximize the use of remaining funds until they are no longer available. We're expecting to receive adequate time and money to complete the closeout of the program. An assurance was also made to keep the LWIAs informed of the status of this legislation.

**NOTE:** Subsequently, President Bush signed the Consolidations Appropriations Act of 2004 into law on January 23, 2004. This rescinded the remaining WtW Grant program funding except for funds needed to close out the program.

**Performance Enhancement Project**—Liz Clingman, WID. The EDD is continuing to work with DOL on putting together some training on youth credentials. The training will incorporate the new, and much stricter, definition of credentials that will be coming out under the federal Common Performance Measures Initiative. The Performance Enhancement Project staff is working with the California Workforce Association (CWA) to do a brief, consolidated version of the training in a 90-minute workshop at the CWA Youth Conference in February. In February, an information bulletin will be sent to the LWIAs announcing the schedule for the full one-day training planned for April and May. Four regional workshops will be held.

**Compliance Monitoring**—Jessie Mar, Compliance Review Division (CRD). The CRD has issued the Nondiscrimination and Equal Opportunity Self-Evaluation Guide to the LWIAs for compliance monitoring. The federal Civil Rights Center will be conducting their review in California later this year.

The Equal Opportunity and Nondiscrimination Review Guide is a self-assessment review guide. The LWIAs complete the guide and return it to their assigned monitors for review. The monitors review the guide and follow-up with the LWIAs, as necessary, to clarify vague or incomplete responses. The Equal Opportunity review guide focuses on communication of policies and procedures, inclusion of assurances in local plans and contracts, universal access to services, nondiscrimination against disabled individuals, data collection and maintenance, monitoring service provider compliance, and the LWIAs complaint and resolution process.